

U.S. DEPARTMENT OF EDUCATION  
NATIONAL CENTER FOR EDUCATION STATISTICS  
WASHINGTON, D.C. 20208-5651

**SURVEY ON LIBRARY SERVICES FOR  
CHILDREN IN PUBLIC LIBRARIES**

FAST RESPONSE SURVEY SYSTEM

FORM APPROVED  
O.M.B. No.: 1850-0694  
EXPIRATION DATE: 12/94

This **survey** is authorized by law (20 U.S.C.1221e-1). While you are not required to **respond**, your cooperation is needed to make the results of this survey **comprehensive, accurate, and timely**.

**DEFINITIONS AND INSTRUCTIONS FOR CHILDREN'S LIBRARIAN:**

This **questionnaire** about **services** to children is designed to be completed by the children's librarian or the person who is most **knowledgeable** about services to children in your library **building**.

This study is designed to obtain information about individual libraries rather than library **systems**. Please respond only to services that take place in your individual library BUILDING and the community it **serves**. For the purposes of this **survey**, library services include resources and programs.

**Children's specialist/librarian** refers to a library staff member who by education or training (**formal or inservice**) has a background in library **services** specifically for children as defined by your **library**.

**Youth services specialist/librarian** refers to a library staff member who by education or training (**formal or inservice**) has a background in library services for both children and young adults as defined by your **library**.

**Typical week** is a time that is neither unusually busy or unusually **slow**. Avoid holiday **times**, vacation periods for key **staff** and weeks when unusual events are taking place in the community or in the **library**. Choose a week in which the library is open its regular **hours**. Include seven consecutive calendar days from Sunday through Saturday **or whenever the library is usually open**.

AFFIX **LABEL** HERE

IF ABOVE INFORMATION IS **INCORRECT**, PLEASE CORRECT DIRECTLY ON **LABEL**

Name of person completing this **form**: \_\_\_\_\_ Telephone **number**: \_\_\_\_\_

**Title/position**: \_\_\_\_\_

What is the best day/time to reach you at this **number**, if we have any **questions**? **Day**: \_\_\_\_\_ **Time**: \_\_\_\_\_

**RETURN COMPLETED FORM TO:**

**IF YOU HAVE ANY QUESTIONS, CALL:**

**WESTAT, INC.,**  
1650 Research Boulevard  
Rockville, Maryland 20850  
ATTN: Heaviside, 928131

Sheila Heaviside  
1-800-937-8281, Ext. 8391

Public reporting burden for this **collection** of information is estimated to average **25 minutes** per response with a range from **15 minutes to 45 minutes** including the time for reviewing **instructions**, searching existing data **sources**, gathering and maintaining the data **needed**, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this **burden**, to the U.S. Department of Education, Information Management and Compliance Division, Washington, D.C. 20202-4651; and to the Office of Management and Budget, Paperwork Reduction Project 1850-0676, Washington, D.C. 20503.

## Services for Children in Public Libraries

To be completed by the children's specialist or librarian most knowledgeable about services for children in your library.

Please respond for **services** and resources provided for children as your library **defines them**.

- 1a. How does your library define "children"? Ages: \_\_\_\_\_ years to \_\_\_\_\_ years
- 2a. Please estimate the number of persons (of all ages) who entered your library in a TYPICAL WEEK during fall 1993. (Please use door counts rather than circulation information.)
- Persons per week \_\_\_\_\_
- 2b. About what percentage of these patrons were children as defined by your library? \_\_\_\_\_ %
3. Compared to five years ago, has the ethnic diversity of children using your library: (Circle one.)
- |                  |   |
|------------------|---|
| Increased?       | 1 |
| Decreased?       | 2 |
| Stayed the same? | 3 |
4. Does your library employ a children's coordinator or manager either at the building level or in the system?
- 1 ☐ Yes 2 ☐ No
- 5a. How many librarians (count persons, not full-time equivalents) who provide service directly to the public are employed at the library? Include all paid staff who work as librarians, regardless of classification. Do not include volunteers or support staff such as clerical workers, book shelvees, or desk attendants.
- Total number of librarians \_\_\_\_\_
- 5b. How many of these librarians are:
- |                                  |       |  |
|----------------------------------|-------|--|
| Children's services specialists? | _____ | (If your library has no youth services specialists, skip to Q6a) |
| Youth services specialists?      | _____ |  |
- 5c. Approximately what percentage of the youth services specialists' time is devoted to:
- Library services to children? \_\_\_\_\_ %
- 6a. How many hours was your library open to the public during a typical week in fall 1993?
- Hours per week \_\_\_\_\_
- 6b. During how many of these hours were the following librarians available:
- |                                  |                |
|----------------------------------|----------------|
|                                  | Hours per Week |
| Children's services specialists? | _____          |
| Youth services specialists?      | _____          |

7. Indicate the availability to children and usage of the resources and services below by children in your library during the last 12 months. For limited availability, indicate use during available hours.

A. Availability				B. Usage		
	Not available	Limited availability	Available	Light usage	Moderate usage	Heavy usage
a. Reader's advisory.....	1	2	3	1	2	3
b. Reference assistance.....	1	2	3	1	2	3
c. Inter-library loans.....	1	2	3	1	2	3
d. Reading lists/bibliographies/pathfinders.....	1	2	3	1	2	3
e. Books (fictional and non-fictional).....	1	2	3	1	2	3
f. Periodicals.....	1	2	3	1	2	3
g. Story times.....	1	2	3	1	2	3
h. Summer reading programs.....	1	2	3	1	2	3
i. After school and weekend programs.,.....	1	2	3	1	2	3
j. Services for special needs children (those with disabilities).....	1	2	3	1	2	3
k. Study space.....	1	2	3	1	2	3
l. Homework assistance programs (hotlines/centers/tutors).....	1	2	3	1	2	3
m. Tutoring.....	1	2	3	1	2	3
n. Drug/alcohol/sex information materials.....	1	2	3	1	2	3
o. Materials in languages other than English.....	1	2	3	1	2	3
p. Multicultural materials.....	1	2	3	1	2	3
q. Computer information services (CD-ROM or online searching).....	1	2	3	1	2	3
r. CD-ROM software.....	1	2	3	1	2	3
s. Personal computers for independent use.....	1	2	3	1	2	3
t. Computer software for independent use.....	1	2	3	1	2	3
u. Audio recordings.....	1	2	3	1	2	3
v. Video recordings/films.....	1	2	3	1	2	3

8. Indicate the availability and usage of the following children's resources and services during the last 12 months by adults who live and/or work with children (e.g., parents, other caretakers, teachers). For limited availability, indicate usage during available hours.

A. Availability				B. Usage		
	Not available	Limited availability	Available	Light usage	Moderate usage	Heavy usage
a. Reader's advisory.....	1	2	3	1	2	3
b. Reference assistance.....	1	2	3	1	2	3
c. Reading lists/bibliographies/pathfinders.....	1	2	3	1	2	3
d. Inter-library loan services.....	1	2	3	1	2	3
e. Deposit collections.....	1	2	3	1	2	3
f. Parent/teacher resource collections.....	1	2	3	1	2	3
g. Toy use/lending.....	1	2	3	1	2	3
h. Foreign language materials.....	1	2	3	1	2	3
i. Multicultural materials.....	1	2	3	1	2	3
j. Drugs/alcohol/sex information materials.....	1	2	3	1	2	3
k. Computer information services (CD-ROM or online searching).....	1	2	3	1	2	3
l. Personal computers for independent use.....	1	2	3	1	2	3
m. Computer software for independent use.....	1	2	3	1	2	3
n. Video recordings/films.....	1	2	3	1	2	3
o. Audio recordings.....	1	2	3	1	2	3
p. Group programs.....	1	2	3	1	2	3

9. During the last **12 months**, about how many times did your library offer group programs (e.g., story times) for: *(Please count each program only once. If a program serves more than one age group, count it for the group with the heaviest attendance)*

**Number of Programs**

- |                                      |                  |                       |
|--------------------------------------|------------------|-----------------------|
| a. Infants-toddlers .....            | in library _____ | outside library _____ |
| b. Preschoolers-kindergartners ..... | in library _____ | outside library _____ |
| c. School-age children .....         | in library _____ | outside library _____ |

10. During the last **12 months**, about how many times did your library offer group programs/workshops for adults who live/work with children (e.g., parents, other caretakers, teachers):

**Number of Programs**

- |   |                  |                       |
|---|------------------|-----------------------|
| a. Literacy building activities using children's literature ..... | in library _____ | outside library _____ |
| b. Parenting education .....                                      | in library _____ | outside library _____ |
| c. Intergenerational literacy activities .....                    | in library _____ | outside library _____ |

11. Does your library maintain a file or provide information or referral services regarding children's services in the community? <sup>1</sup>☐ Yes <sup>2</sup>☐ No

12. During the last **12 months**, to what extent have you worked with the following programs/organizations? Use **NA** if there is no such organization in your service area.

	NA	Never	Rarely	Occasionally	Frequently
a. Day care centers .....	1	2	3	4	5
b. Head Start centers .....	1	2	3	4	5
c. Preschools .....	1	2	3	4	5
d. Elementary schools .....	1	2	3	4	5
e. Middle/intermediate/junior high schools .....	1	2	3	4	5
f. Schools for children with special needs .....	1	2	3	4	5
g. Youth organizations (Scouts, clubs, etc.) .....	1	2	3	4	5
h. Park/recreation departments .....	1	2	3	4	5
i. Religious institutions (churches, mosques, synagogues, etc.) .....	1	2	3	4	5
j. Shelters .....	1	2	3	4	5
k. Detention centers .....	1	2	3	4	5
l. Other libraries .....	1	2	3	4	5

13. To what extent are the internal factors listed below barriers to your library's increasing services and resources for children?

	No barrier	Small barrier	Moderate barrier	Major barrier
a. Insufficient library staff .....	1	2	3	4
b. Insufficient services, resources, programs .....	1	2	3	4
c. Fear of censorship .....	1	2	3	4
d. Restrictive policies of the library .....	1	2	3	4
e. Insufficient hours of operation .....	1	2	3	4
f. Insufficient materials in languages other than English .....	1	2	3	4

**THANK YOU.**